



***State of Washington
Department of Transportation
Legal Notice of Intent to Sole Source***

Washington State Department of Transportation (WSDOT) announces its intention to establish a sole source contract with Alta Pacific Corporation dba Concentra Integrated Services to provide ADA Reasonable Accommodation Evaluation Services. WSDOT will award one contract for up to approximately \$20,000.00.

WSDOT is required to provide Reasonable Accommodations to employees with disabilities who are covered under the Americans with Disabilities Act (ADA.) Concentra Integrated Services was under contract to provide WSDOT with these services. Due to timing as a result of budgetary constraints, WSDOT was not able to advertise open competitively for these services and the current contract expired. WSDOT will sole source with Concentra Integrated Services for approximately 3 – 4 months during which time WSDOT will advertise open competitively for ADA Reasonable Accommodation Evaluation Services.

Challengers are required to submit a brief statement of their Intent to Challenge, and must address the following criteria as it relates to the project:

- 1 Qualifications/Expertise of Firms on Team;
- 2 Qualifications of Proposed Project Manager;
- 3 Key Team Members Qualifications (Prime Consultant and Sub-Consultants);
- 4 Firm's Project Management System (Prime Consultant Only);
- 5 References/past performances (Prime Consultant Only); and
- 6 Cost factors (Prime Consultant Only.)

The submittal is limited to a total maximum number of ten (10) sheets submitted only on single sided (single sided meaning one side only of a single sheet of paper) typed 8.5" x 11" paper (if charts and/or graphs are utilized text must be readable size font,) and with type size no smaller than 12 point. The page limitation does not apply to the transmittal letter, front and back cover, the completed Performance Evaluation forms, and the completed Submittal Information Packet form(s.) Please provide only 1 copy of the completed Performance Evaluation forms and the completed Submittal Information Packet form(s.) These forms should be accompanied with your Letter of Transmittal and should be submitted under separate cover and not bound within your Statement of Interest.

The Notice of Intent to Challenge shall meet the following requirements or will be deemed non-responsive and will not be eligible for consideration of this work:

- 1 Title of the Notice of Intent to Sole Source on the cover of the submittal and the Transmittal Letter;
- 2 Transmittal Letter;
- 3 Completed Submittal Information Packet form for the Prime Consultant and all proposed Sub-Consultants (1 set);
- 4 Completed Performance Evaluations for the Prime Consultant Only;
- 5 Responsiveness to all challenge criteria;



- 6 Meeting page limitations and font size requirements; and
- 7 Meeting submittal deadline submission date.

If this award is challenged, WSDOT will select the best-qualified firm based on the criteria for challenge listed above.

Send your Intent to Challenge no later than 5:00 PM, Tuesday, October 14, 2003, by mail or courier to:

Mr. Michael B. Rice
Director, Consultant Services
Washington State Department of Transportation
Capital View II Building, 2nd Floor
724 Quince Street SE
Olympia, WA 98504-7323

No submittals will be accepted after that date and time. Faxed or e-mailed submittals will not be accepted.

Any questions regarding this notice should be directed to WSDOT Consultant Services Office at 360-705-7104.

Date of publication in the Seattle Daily Journal of Commerce: Tuesday, October 7, 2003.